

FINAL

**THE THIRD TAXING DISTRICT
MAY 24, 2004
REGULAR MEETING**

ATTENDANCE: David Brown, Chairman; Stephen Feinstein; Paul Coggin (7:17 pm);
John Stoops

STAFF: George Leary, General Manager

OTHERS: Don Nelson

Mr. Brown called the meeting to order at 7:05 pm.

PUBLIC COMMENT

Don Nelson spoke about the District donating trees to Calf Pasture Park. He stated that he had been in touch with L&L about types and prices of the trees and with Mike Mocciae (Parks and Recreations) regarding the location. He went through the proposed prices of the different sizes of the trees and the additional money they would cost if L&L were to plant them.

Mr. Brown asked when the trees could be planted. Mr. Nelson replied that there is a time in the Spring through then end of July and again in the Fall.

Mr. Stoops asked what guarantee L&L gave on the trees. Mr. Nelson said it was for two years.

Mr. Brown suggested that this item be added to the agenda of June 14, 2004 (the next regular meeting). He went onto say that he had seen (on the internet) a company who gives away trees and charges shipment of \$7.

Mr. Feinstein said that APPA did the same thing and agreed with Mr. Brown that it was something they should also look into.

APPROVAL OF THE MINUTES OF MAY 10, 2004

**** MR. FEINSTEIN MOVED APPROVAL OF THE MINUTES OF MAY 10, 2004 AS AMENDED.**

**** MR. BROWN SECONDED.**

The following correction was made: On page two to correct the spelling of Craig Kanzel.

**** MOTION PASSED UNANIMOUSLY.**

APPROVAL OF THE MINUTES OF MAY 14, 2004

- ** MR. FEINSTEIN MOVED APPROVAL OF THE MINUTES OF MAY 14, 2004 AS PRESENTED.**
**** MR. BROWN SECONDED.**
**** MOTION PASSED UNANIMOUSLY.**

ACCOUNTING PLAN

Mr. Brown referred to the memo from Mr. Snow dated May 24, 2004 regarding objectives and time.

Mr. Coggin arrived at 7:17 pm.

Mr. Leary indicated that he had worked with Mr. Snow on this and it meshes with their plans on the audit.

Mr. Coggin referred to their previous discussion on this regarding using outside help suggesting that some information is missing about the different support they will need and how this will fit in with the new CPA.

Mr. Leary responded by saying that things had changed since the last meeting as they are uncertain when the customer account analyst will be out on medical leave.

Mr. Coggin asked what the cost of the accounting services would be through the end of the year.

Mr. Leary added that they could only arrange the new plans for when Mr. Snow leaves; when they know about the customer account analyst they will be able to arrange that at that time.

Mr. Coggin stated that he would like the following questions answered.

1. What approvals are required for this plan.
2. They have not explored any gains or benefits they can achieve by using resources appropriate for the work level.
3. What can internal staff do.
4. More details about the transition plan, costs etc.

Mr. Leary responded that they would not need any additional outside help unless the customer account analyst is out, then they will require someone to replace her.

Mr. Brown added that they needed to be flexible and open-minded.

GENERATION PROJECT UPDATE AND ACTIONS

Mr. Dennin stated that there were several loose ends regarding this project. The main one being the Norden ground lease saying that he had spent over an hour on the telephone with Phil Sussler negotiating the terms of the lease. He stated that this is not currently in place. Mr. Dennin added that the piece of ground in question was contaminated by United Technologies and since that time it has gone through subsequent owners. He said the problem now is that if a lawsuit ever arises he does not want the Third Taxing District associated with a problem that occurred in the past.

Mr. Brown went over the details of not having to take the generators off the trailers. He asked to what depth does the contamination go.

Mr. Leary replied that it was approximately 12 ft.

Mr. Brown said they would not need to go down more than 2 ft and there would not be a problem if the dirt were left at that site, it should not be removed.

Mr. Leary stated that this is a question of indemnification.

At this point in the meeting Mr. Leary referred to the Pro-Forma supplied by Gabe Stern (CMEEC) and they spoke with him on the speakerphone.

There was discussion of the spreadsheet.

Mr. Leary asked Mr. Stern when they would need to commit to the units. Mr. Stern replied that he would need to sign a purchase order tomorrow and then they would have thirty days to pay.

**** MR. FEINSTEIN MOVED ACCEPTANCE OF THE CAPITAL AND OPERATING BUDGET FOR THE DISTRIBUTING GENERATION PROGRAM AS PRESENTED AND AMENDED – THE FINAL VERSION TO BE DELIVERED TOMORROW (MAY 25, 2004).**

**** MR. BROWN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

**** MR. FEINSTEIN MOVED TO RELEASE FOR AVAILABILITY \$855,000 FOR CAPITAL COST AND TRANSPORTATION PER THE BUDGET AS APPROVED.**

**** MR. COGGIN SECONDED.**

**** MR. FEINSTEIN WITHDREW HIS MOTION BECAUSE THE FUNDS WERE DISCUSSED IN THE FIRST MOTION.**

**** MR. COGGIN WITHDREW HIS SECOND.**

GENERAL MANAGER'S REVIEW

Third Taxing District

May 24, 2004

Page: 3

FINAL

Mr. Brown suggested that this item be tabled to the next regular meeting.

Mr. Feinstein asked about the administrative cost that had gone unexplained.

Mr. Leary replied that he had sent out an email about this but would do so again.

Mr. Brown asked that any other questions be presented before June 14, 2004.

**** MR. BROWN MOVED TO TABLE THE ITEM TO THE NEXT REGULAR MEETING OF JUNE 14, 2004.**

**** MR. COGGIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

PURCHASE OF RACK BODY TRUCK

Mr. Leary referred to the three bids included in the back-up material. He noted that he had just noticed a problem in that the bids were not for a yellow vehicle; he added his concern that if the vehicle is yellow then it will cost more.

There was a discussion of the bid process.

Mr. Coggin suggested that this be sent back to the drawing board for Mr. Leary to prepare a bid package broken down by bullet points of what they require.

Mr. Feinstein asked about the old truck, how much it would cost to repair it and if they did in fact need to replace it. He asked for an estimate of the repairs.

Mr. Leary confirmed that they do need a replacement truck.

There was a discussion on the replacement of all trucks that have taken place over the last few years.

CONSIDERATION OF ADDITIONAL AUDIT COSTS FOR 2001 AND 2002

Mr. Leary referred to the audits distributed earlier. He stated that they have been mailed to the state. At this point his recommendation is that himself, Mr. Brown and Mr. Snow meet with the auditors to discuss the additional costs incurred and to come back with a further recommendation.

Mr. Brown noted that Mr. Snow did a lot more work on this than he was given credit for.

Mr. Dennin added that if a company is going to add an extra charge, they need to inform the client first.

FINAL

OUTSIDE REVIEW OF EMERGENCY PLAN

Mr. Leary suggested that they obtain an outside review and that he has asked four different companies for their approval.

Mr. Feinstein suggested that they swap with SNEW and that during the next CMEEC meeting they should make a proposal to review all the systems.

Mr. Coggin agreed with the suggestion adding that it would be beneficial to have an independent review.

Mr. Brown said he too agreed with the outside review if the costs stay low.

PARADE PARTICIPATION

Mr. Brown referred to a previous discussion on this about people volunteering their time to drive vehicles in the parade. He said after subsequent discussion with staff, it was very unlikely that anyone would do this even being paid.

There was a discussion on what vehicle should be driven in the parade.

Mr. Brown suggested that the three commissioners drive the electric vehicle with some signage on the front. All commissioners agreed.

Mr. Stoops volunteered his time to drive the meter truck if required.

ADJOURNMENT

**** MR. FEINSTEIN MOVED TO ADJOURN.**
**** MR. COGGIN SECONDED.**
**** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 9:20 pm.

Respectfully submitted,

Kate Kye
Telesco Secretarial Services